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Date/Time Stamp:

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AH 11: 49 travel. Submit all forms to the Office of Public Records in 232 Hart Building.

Post-Travel Filing Instructions: Complete this form within 30 days of returning from 21 In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached: ☑ The <u>original</u> Employee Pre-Travel Authorization (Form RE-1), <u>AND</u> A copy of the Private Sponsor Travel Certification Form with all attachments (itinerary, invitee list, etc.) Private Sponsor(s) (list all): American Foreign Policy Council, Sarah Scaife Foundation Travel date(s): September 17-24, 2016 Name of accompanying family member (if any): None Relationship to Traveler: 

Spouse IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.) Expenses for Employee: Meal Expenses Transportation **Lodging Expenses** Other Expenses Expenses (Amount & Description) ☐ Good Faith \$2,237 \$647.59 \$145.82 \$185.39 Estimate (\$140 for visa fees and \$45.39) for incidentals and admission Actual Amount fees for cultural sites)

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	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount	•			

Provide a description of all meetings and events attended. See Senate Re	tule 35.2(c)(6). (Attach additional page	s if
necessary.):		

(Printed name of traveler)

(Signuture of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

nature of Supervising Senator/Officer)

(Revised 1/3/11)

### Meetings and events attended:

- --Meeting with Director of International Exchanges and Corporations Division and other faculty members at Xinjiang Normal University to discuss education in Xinjiang and Chinese policies on counterterrorism and Uyghur minority population in Xinjiang.
- --Visit to Xinjiang Islam Institute of Scripture, including a visit to the mosque at the Institute, observation of Uyghur Muslim students and a meeting with Institute director to discuss Chinese policies for Muslim minority education and training.
- --Working dinner with IDCPC officials discussing challenges for Uyghur minority population
- --Attendance at Opening Ceremony, 5th China-Eurasia Expo, including presentations from several central Asian officials on the value of the Chinese New Silk Road initiative
- --Working lunch with IDCPC officials on Chinese policies in Xinjiang Uyghur Autonomous Region and New Silk Road development strategy
- -- Visit to Urumqi Grand Bazaar
- --Visit to Xinjiang Grand Theater (Changji Hui Autonomous Prefecture) and attendance at a theatrical celebration of Xinjiang history and culture
- -- Visit to Beijing Imperial Summer Palace
- --Meeting with Director General, IDCPC West Asian Affairs Bureau to discuss Chinese counterterrorism and counter-radicalization policies, the One Belt One Road initiative, and economic development in Xinjiang
- --Meeting and working lunch with IDCPC Assistant Minister to discuss Asian security issues including North Korea, the South China Sea, and Taiwan, as well as Sino-U.S. bilateral relations
- --Meeting with the Director of the Middle East Research Institute and other experts at the China Institutes of Contemporary International Relations (CICIR) think tank. Topics of discussion included Chinese policies in the Middle East, regional security challenges, and responding to Islamic extremism
- -- Visit to Silk Street market
- --Working dinner with U.S. embassy officials to discuss Chinese political developments, Sino-U.S. relations, U.S. security and economic policy in China
- --Meeting with the Director General of the International Exchanges Office of the National People's Congress to discuss Chinese political structure and China-U.S. congressional relations

- --Meeting with Counselor of Bureau of North American Affairs of the Foreign Ministry to discuss Asian security and US-China relations
- --Meeting with research fellows at the China Institute of International Studies (CIIS) think tank to discuss China's policies in the Middle East, Xinjiang economic development initiatives and Asian security
- --Meeting with the Deputy Director, State Administration of Religious Affairs to discuss official policies related to Chinese Muslim minorities and the challenges of Islamic extremism in Xinjiang
- -- Visit to Jingshan Park
- --Dinner with IDCPC Deputy Director General of the Bureau of North American Affairs to review trip findings and discuss future opportunities for cooperation
- -- Visit to Tiananmen Square and walking tour of the Forbidden City

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### EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee on Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Date/Time Stamp:
GOMMITTEE ON ETHICS

16 AUG -4 AM 11:19

Name of Traveler:	Josh Carter
Employing Office/Committee:	Senator Hoeven
Private Sponsor(s) (list all): American Foreign Policy Co	ouncil; Sarah Scaife Foundation
Travel date(s): September 17-24, 2016  Note: If you plan to extend the trip for any reason you	u must notify the Committee
Destination(s): Beijing and Urumqi, China	
Explain how this trip is specifically connected to the traveler	's official or representational duties:
My portfolio includes defense and foreign affairs, with a well as policies to counter radical extremism. This trip U.SChina bilateral relationship, arguably the most imphighlight the challenges and threats of radical extremism	will focus on the political and strategic dimensions of the portant bilateral relationship in the world. It will also
Name of accompanying family member (if any): none  Relationship to Employee: Spouse Child	
I certify that the information contained in this form is true, co	mplete and correct to the best of my knowledge:
8 - 4 - 16 (Date)	Signature of Employee)
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER ( Secretary for the Majority, Secretary for the Minority, and Chaplain	(President of the Senate, Secretary of the Senate, Sergeant at Arms,
I, John Hoeven hereby aut	Josh Carter
(Print Senator's/Officer's Name)	(Print Traveler's Name)
an employee under my direct supervision, to accept payment of related expenses for travel to the event described above. I have duties as a Senate employee or an officeholder, and will not coprivate gain.	ve determined that this travel is in connection with his or her
I have also determined that the attendance of the employee's so of the Senate. (signify "yes" by checking box)	spouse or child is appropriate to assist in the representation  (Signature of Supervising Senator/Officer)

# 0000000000000000

### Carter, Josh (Hoeven)

From: Rich Harrison <a href="mailto:harrison@afpc.org">Rich Harrison <a href="mailto:harrison@afpc.org">harrison@afpc.org</a>
<a href="mailto:Sent:">Sent:</a>
Friday, June 10, 2016 12:26 AM

To: Carter, Josh (Hoeven)

Cc: Ilan Berman

Subject: Fwd: INVITATION - PLEASE READ | AFPC Delegation to China

Attachments:

AFPC CHINA TRIP REPORT FINAL 11-2014.pdf; AFPC China Trip Report - August

2015.pdf

Hi, Josh -

I hope this email finds you well. At the suggestion of Ilan Berman (cc'd), I am writing to <u>invite you to participate in the 3rd annual American Foreign Policy Council (AFPC) delegation to China for leading policy experts.</u> The eight-person delegation will engage in a series of meetings and candid discussions with Chinese officials and scholars on a wide range of bilateral strategic and national security issues. The delegation will depart the U.S. on <u>Saturday</u>, <u>September 17 and return on Saturday</u>, <u>September 24</u>. <u>Normal food</u>, <u>transportation and lodging expenses will be covered (dates may shift slightly by one day)</u>. I have attached trip reports from the previous two years' delegations so you have an understanding of the types of meetings to expect.

AFPC has been organizing annual, senior-level delegations to China for over two decades. Within the last few years delegations have included a former Chairman of the Joint Chiefs of Staff, a former National Security Advisor, five former Under Secretaries of State and Defense. This relatively new initiative, focused on promoting exchanges between rising policy experts from both countries, will provide us an opportunity to interact with officials in the Chinese government, the Party, the think-tank community, academia, and possibly the military.

Founded in 1982, AFPC (<a href="www.afpc.org">www.afpc.org</a>) is a 501(c)(3) non-profit organization dedicated to bringing information to those who make or influence the foreign policy of the United States and to assisting world leaders with building democracies and market economies. AFPC has never taken, and will never accept foreign funding.

We hope that you will join us in what promises to be a rewarding and thought-provoking experience. Please provide a response no later than

### Friday

<u>June</u>

7. Feel free to contact me via email at <a href="mailto:harrison@afpc.org">harrison@afpc.org</a> or phone at <a href="mailto:202-543-1006">202-543-1006</a> for any further inquiries and thank you for your consideration.

Sincerely,

Rich

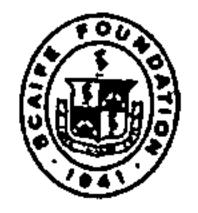
### Richard M. Harrison

Director of Operations and Defense Technology Programs American Foreign Policy Council (AFPC) 509 C Street NE Washington, DC 20002 (Tel) 202-543-1006 (Fax) 202-543-1007 www.afpc.org









# Sarah Scaife Foundation

One Oxford Centre 301 Grant Street, Suite 3900 Pittsburgh, Pennsylvania 15219-6402

Writer's Direct Dial

412-392-2900 Fax 412-392-2922

412-392-2911

July 21, 2016

Richard Harrison
Director of Operations and Defense Technology Programs
American Foreign Policy Council
509 C Street, NE
Washington, D.C. 20002

Dear Mr. Harrison,

I am writing this letter at the request of the Senate Ethics Committee to certify that the Sarah Scaife Foundation Incorporated has provided funding in support of the American Foreign Policy Council's (AFPC) China Program and part of those funds will support their annual delegation to China. I certify that my organization has not and will not be involved in the planning of the AFPC sponsored September delegation to China. The AFPC organization will be responsible for the selection of the delegates, coordinating meetings and transportation, and providing all other necessary logistic support.

Additionally, my organization does not retain or employ a registered federal lobbyist or foreign agent and is designated as a 501(c)(3) nonprofit charitable organization.

Sincerely,

Michael W. Gleba Chairman/CEO

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1.	Sponsor(s) of the trip (please list all sponsors): American Foreign Policy Council (trip organizer),
	Sarah Scaife Foundation (trip financier - no role in organization or delegate selection process)
2.	Description of the trip: The delegation to China will focus on bi-lateral issues affecting U.S. and China
	relations, with emphasis on political, economic, and security topics including combating radical Islam.
3.	Dates of travel: Saturday, September 17 - Saturday, September 24
4.	Place of travel: Beijing, China and Xinjiang, China
5.	Name and title of Senate invitees: Josh Carter, Military Legislative Assistant for Senator Hoeven
6.	I certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.  - OR -
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	-AND-
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
•	I certify that:  The trip will not in one need by the state of the sta
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.  - AND -
	The traveler will not be accompanied on the trip by a registered lobby ist or agent of a foreign principal except as provided for by Committee regulations platting to lobby ist accompaniment (see question 9).
iunta (	Sponsor Cartification De la ca

9.	USE ONLY IF YOU CHECKED QUESTION 6(B)  I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member officer, or employee on any segment of the trip.  - OR -
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).  - OR -
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B)  If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	The American Foreign Policy Council (AFPC) will organize all aspects of the trip including selection of the
	delegates, organizing transportation, and coordinating meetings in China.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	As a staffer for Sen. Hoeven, who handles military and national security issues, the delegation will
	provide an invaluable opportunity to gain insight in the Chinese perspective on military modernization,
	south china sea, and the issue of combating radical Islam.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	AFPC has sponsored two trips in the past eight years that have involved staffers from both the House
	and Senate. Most recently, AFPC brought a staffer from the House Foreign Affairs Committee in 2015
	on a sin ilar delegation to China.
rivate	Sponsor Certification - Page 2 of 4

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Total Expenses for Each Participant:  Transportation Expenses  \$2500  Good Faith estimate	Lodging Expenses \$900	Meal Expenses	Other
Transportation Expenses  \$2500  Good Faith	Expenses	1	Other
Transportation Expenses  \$2500  Good Faith	Expenses	1	Other
Expenses \$2500  Good Faith	Expenses	1	Other
⊠ Good Faith		= penses	Expense
	,	\$300	Chinese Vis
			\$140
Amounts			
<u></u>	<u>,                                     </u>		<u></u>
Reason for selecting the location of the event or trip The delegation will travel to Beijing to have meeting	•	fficials in the Govern	ment, CPC, and
think tanks. It will also travel to Xinjiang to discuss	·	· · · · · · · · · · · · · · · · · · ·	
			<del></del>
Name and location of hotel or other lodging facility	' <b>:</b>		
Beijing Wanshou Hotel, No.A12 Wanshou Road, H		Beijing 100036, Chin	a (~\$150/night)
Hotel in Xinjiang has yet to be determined, but will i		· · · · · · · · · · · · · · · · · · ·	
. "		-	<del></del>
Reason(s) for selecting hotel or other lodging facilit	•		
		-A!17	
The hotel in Beijing is affiliated with the local host a	nd offers comp	etitive rates.	

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:	
	According to the Department of State website the maximum lodging rate is \$258 and meals and	
	incidentals total \$119 a day. We plan to spend far less per day than the U.S. government allowed rates.	
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:	
	All transportation internationally and domestically will be coach class.	
23. 24.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).  List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:	
25.	I hereby certify that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):  Signature of Travel Sponsor:  Bichard Harrison, Director of Operations and Defense Technology.	
	Name and Title: Richard Harrison, Director of Operations and Defense Technology Programs	
	Name of Organization: American Foreign Policy Council	
	Address: 509 C Street, NE, Washington, DC 20002	
	Telephone Number: (202) 543-1006	
	Fax Number: (202) 543-1007	
	E-mail Address: harrison@afpc.org	
	•	

### Visit of AFPC Delegation to China

### Tentative Program

(September 18th -24th)

### September 18, Sunday

Delegation arrives in Beijing

September 19th, Monday
------------------------

08:20-12:30	Flight CA1477 from Beijing to Urumqi, Xinjiang Uygur Autonomous
	Region
1:00-2:30	Welcome lunch with International Department of the Central
2:30 - 5:00	Committee of the Communist Party of China (IDCPC) officials
6:30 - 9:30	Afternoon meeting with provincial leaders of Xinjiang
0.50 - 3.50	Dinner meeting with provincial leaders of Xinjiang

### September 20th, Tuesday

08: 00 - 9:00	Breakfast meeting with IDCPC officials
09:30 - 11:30	Meeting with scholars from a local university
11:30 - 12:30	Lunch
1:00 - 3:00	Afternoon meeting with scholars from a research institution
3:30 - 5:00	Visit to a local village and meeting with community leader
6:00 – 8:00	Dinner meeting with IDCPC officials

### September 21st, Wednesday

7:00 - 8:30	Breakfast meeting with local leaders
10:15 - 1:45	Flight CA 1296 back to Beijing
3:00 - 4:30	Meeting with officials at the US Embassy
5:00 - 6:00	Meeting with representatives from a think tank
6:30 - 8:30	Dinner meeting with IDCPC officials

### · September 22nd, Thursday

7:30 - 8:30	Breakfast Meeting
9:00 - 10:00	Meeting with a leader of the IDCPC
10:30 - 1:30	Discussion with the officials from the North American Affairs and
	West Asian Affairs at the IDCPC and Lunch
2:30 – 4:30	Discussion with experts from China Institute of Contemporary
	International Relations
6:30 – 8:00	Dinner

### September 23rd, Friday

7:30 - 8:30	Breakfast Meeting
9:00 - 10:30	Meeting with officials from Chinese Foreign Ministry
10:30 - 12:00	Meeting with officials from the National People's Congress of

China

12:00 - 1:00 Lunch

1:30 – 4:00 Discussion with experts from the Chinese Academy of Social

Sciences

### September 24th (Saturday)

Departure of the delegation to Washington D.C.

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DEBORAH S. MAYER, CHIEF COUNSEL AND STAFF DIRECTOR

ANNETTE GILLIS, DEPUTY STAFF DIRECTOR

TELEPHONE: (202) 224-2981 FACSIMILE: (202) 224-7416 TDD: (202) 228-3752

### United States Senate

SELECT COMMITTEE ON ETHICS
HART SENATE OFFICE BUILDING, ROOM 220
SECOND AND CONSTITUTION AVENUE, NE
WASHINGTON, DC 20510-6425

August 26, 2016

Josh Carter
Office of Senator John Hoeven
United States Senate
Washington, DC 20510

Dear Mr. Carter:

This responds to your recent correspondence concerning an invitation you received to participate in the 3<sup>rd</sup> Annual American Foreign Policy Council (AFPC) Delegation to China, in China September 17-24, 2016, sponsored by AFPC. AFPC certified to the Select Committee on Ethics (the Committee) that it will pay the necessary expenses<sup>1</sup> related to the travel and that it is neither a lobbyist, nor lobbying firm, nor an agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. AFPC also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal, and that no registered lobbyist will accompany you at any point throughout your trip.<sup>2</sup>

Based on information and materials available to the Committee, and assuming the actual travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip may be accepted under relevant Senate Rules and the Committee's Regulations and Guidelines for Privately-Sponsored Travel, so long as at the time of the payment or reimbursement, AFPC is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the

<sup>&</sup>lt;sup>1</sup> The term "necessary expenses" has a specific definition. See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms at 8.

<sup>&</sup>lt;sup>2</sup> The term "any point throughout your trip" has a specific definition. See id. at 2.

completed Employee Pre-Travel Authorization and the Employee Post-Travel Disclosure of Travel Expenses (Form RE-1 and Form RE-2), along with a copy of the Private Sponsor Travel Certification Form, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) within 30 days of the conclusion of Privately-Sponsored Travel.

Please be advised that the United States Constitution prohibits the acceptance of any gift, including a meal, from a foreign government without the consent of Congress. In the Foreign Gifts and Decorations Act (FGDA), Congress consented to the acceptance by federal government officials of: (1) gifts of minimal value and (2) travel or the expenses for travel taking place entirely outside the United States, from a foreign government (which includes those acting as a representative or agent of a foreign government). The Senate has defined minimal value as less than \$100. Further, pursuant to the FGDA, there are certain reporting and procedural requirements that are imposed upon Members, officers, and employees who accept gifts from a foreign government. Please review the Committee's "Dear Colleague" letter of January 9, 2015 setting forth the items to be included in filing that report.

Finally, Senate Rule 34 requires a reporting individual,<sup>4</sup> on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$375 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their annual Financial Disclosure Report.

I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,

Deborah Sue Mayer

Chief Counsel and Staff Director

Deborah su Maryn

Enclosures: Travel Checklist

<sup>&</sup>lt;sup>3</sup> 5 U.S.C. § 7342.

<sup>&</sup>lt;sup>4</sup> A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$123,175 for CY 2016) or is a political fund designee and is required to file an annual Financial Disclosure Report.